**16th Annual
MIS Conference**
Sheraton City Centre
Salt Lake City, Utah

February 26-28, 2003

Quality by Design

MANAGEMENT
INFORMATION
SYSTEMS

Sample Sessions from Previous Year

Poor Man's Data Warehouse

Working with Districts on Data

IT and Education Accountability

California Data Integration Project

New Tools for Aligning Instruction and Standards

Profiles of State Education Systems for Use with NAEP

Making Decision Support Systems Useful in the Classroom

New Mexico Accountability Data System

Get Continual Updates from the Web

Please take advantage of our online MIS conference registration form by visiting the MIS conference web site at:

http://nces.ed.gov/conferences/mis2003

A registration form and other conference materials, such as a list of preliminary topics, a link to the conference hotel, and links to last year's sessions, can also be found on the web site. Visit the site from now until the week of the conference for continual updates on schedules, speakers, nighttime activities, etc.

- **Can we teach data systems to talk to one another? Leverage more information from the same amount of data?**

- **How can we integrate school and district data models with district-to-state and state-to-national reporting needs?**

- **What's new in data standards, and why are they important for my (schools, districts, state)?**

- **Accountability has been significantly redefined under No Child Left Behind. What are some "best practices" for collecting, maintaining, and reporting accountability data?**

The 2003 MIS Conference is a concentrated three days of information about best practices, innovative ideas, current issues, and practical how-to advice about management information systems for K-12 education. Co-sponsored by the Utah State Office of Education and the U.S. Department of Education's National Center for Education Statistics (NCES), the MIS Conference brings together the people who work with information collection, management, transmittal, and reporting in school districts and state education agencies.

Over the past 16 years, a state education agency has partnered annually with NCES to bring local, state, and national data professionals together to learn from one another in an informal setting. This year the MIS Conference will offer more than 60 presentations, demonstrations, and workshops conducted by practitioners from K-12 information systems.

You are invited to attend the 2003 MIS Conference in Salt Lake City, Utah, and to submit a proposal for presenting a session that will add to the conference's interest and usefulness.

Topics are invited from all sources, but the major focus will be on data models and data standards, with an emphasis on accountability.

SCHEDULE OF EVENTS

Meeting of the National Forum on Education Statistics

OPEN FOR FORUM MEMBERS ONLY

MONDAY
2/24/03

7:30 a.m.		Registration table open Continental breakfast
8:30 a.m.		Forum Plenary Session
9:30 a.m. – 4:00 p.m.		Forum Meetings

TUESDAY
2/25/03

7:30 a.m.		Continental breakfast
8:30 a.m. – 12:00 p.m.		Forum Meetings
12:00 – 1:00 p.m.		Forum Closing Session

MIS Conference

WEDNESDAY
2/26/03

7:30 a.m.		Registration table open Continental breakfast
8:30 a.m.		Opening Session
10:45 a.m. – 4:45 p.m.		Concurrent Sessions
6:30 p.m.		Smorgasbord of the States

THURSDAY
2/27/03

7:30 a.m.		Continental breakfast
8:30 a.m.		General Session
10:15 a.m. – 4:15 p.m.		Concurrent Sessions

FRIDAY
2/28/03

7:30 a.m.		Continental breakfast
8:30 – 11:00 a.m.		Concurrent Sessions
11:00 a.m. – 12:30 p.m.		MIS Closing Plenary

Attendance Costs

For states with Cooperative System contracts, the travel expenses of two participants and the Forum Liaison are included in the Basic Participation task. Meeting costs for these individuals are reimbursed directly by the state education agency and respective state travel regulations apply. NCES will directly reimburse, at the Federal per diem rate, the travel and other costs for the local education agency Cooperative System Forum Liaisons and two participants from those states that do not receive funds through a Basic Participation task. If you are unsure whether your travel can be sponsored through this vehicle, see **http://nces.ed.gov/forum** for lists of state education agency and local education agency Forum Liaisons. As in previous years, the expenses of all other MIS participants and presenters are the responsibility of the individual.
THERE IS NO CONFERENCE REGISTRATION FEE.

Important Dates

Friday, November 1, 2002
Online registration and information regarding the 16th Annual MIS Conference are available on the NCES web site:

http://nces.ed.gov/conferences/mis2003

Friday, December 20, 2002
Cut-off date for submission of presentation, workshop, or demonstration proposals.

Week of January 6, 2003
Presenters and demonstrators notified via e-mail of acceptance or rejection of proposal.

Friday, January 31, 2003
Cut-off date for hotel room block. After this date, a sleeping room might not be available at the hotel.

Cut-off date for name to appear in program participants list. All meeting participants' registrations received after this date will only have a name badge prepared in advance.

Wednesday, February 12, 2003
Cut-off date for late meeting pre-registration and for a name badge to be available at the conference. After this date, participants will need to register on site.

Cut-off date for return of Smorgasbord Form.

Information of Interest

Conference web site
http://nces.ed.gov/conferences/mis2003

Utah Conference web site
http://www.usoe.k12.ut.us/data/mis.htm

Salt Lake City Convention and Visitors Bureau
http://www.visitsaltlake.com

Official Salt Lake City web site
http://www.slcgov.com

Salt Lake City International Airport
http://www.slcairport.com

Conference Hotel:

**Sheraton City Centre
150 West 500 South
Salt Lake City, UT 84101**

**Direct Hotel Reservations:
(800) 421-7602**

**Front Desk:
(801) 401-2000**

**Fax:
(801) 531-0705**

Hotel Highlights

The Sheraton City Centre is located in downtown Salt Lake City, just four blocks from historic Temple Square. The hotel provides free airport transportation and has an onsite car rental service. Concierge service is provided 24 hours a day. The on-property fitness facility is complimentary for each guest.

Restaurant

The Olio Restaurant offers fine Italian dining and a lounge with the best selection of cigars in the city. Salt Lake City's downtown area is home to over 90 restaurants, offering a variety of cuisine and atmosphere.

Rooms

Each guest room at the Sheraton City Centre is equipped with an oversized desk, ergonomic chair, high-speed Internet access, two phone lines with voice mail, cable television, and an iron and ironing board.

Making Your Hotel Reservations
(PLEASE READ CAREFULLY)

The Sheraton City Centre will provide accommodations. All participants, including sponsored LEAs, must contact the Sheraton City Centre directly to reserve their sleeping room. Please refer to the meeting schedule on the previous page when making your hotel reservation. *Identify the meeting you are attending by name (MIS Conference) to receive the per diem rate of $75.00 per night plus taxes.*

The hotel is extending the 16th Annual MIS Conference participants the federal per diem for both single and double rooms. The current per diem for Salt Lake City is $75.00 plus taxes. Triple occupancy is $85.00 and quad is $95.00 plus taxes. A $10.00 per person fee will apply to any additional person occupying a room.

To make your reservations, phone the Sheraton City Centre directly at (800) 421-7602. When taking your reservation, the hotel staff will ask you to provide your credit card number to guarantee your room reservation and to receive a confirmation number.

Reservations for lodging must be made at the hotel before 5:00 p.m. Mountain Standard Time (MST) on Friday, January 31, 2003. After this date, the Sheraton City Centre will release the **MIS Conference** room block for general sale and will accept sleeping room reservations on a space and rate availability basis. Sponsored individuals who book their rooms after January 31, 2003 will be responsible for payment of any increase in room rate over the $75.00 plus taxes.

Check-in time at the Sheraton City Centre is 3:00 p.m.; checkout time is 12:00 p.m.

Directions to the Hotel

Getting There By Air

Only ten minutes from downtown, Salt Lake City International Airport is located at: 776 North Terminal Drive, Telephone: (800) 595-2442. It is served by the following airlines: American, America West, Continental, Delta, Northwest, Skywest, Southwest, United. For more information, visit the web site at **http://www.slcairport.com**.

Ground Transportation to the Hotel from the Airport

There is a Ground Transportation Desk located at the far end of baggage claim in both terminals where ground transportation options and information can be obtained. Taxi fare is approximately $13.00 one way from airport to downtown.

Hotel Shuttle

The Sheraton City Centre provides a complimentary shuttle to and from the Salt Lake City International Airport every 30 minutes and is available from 6:00 a.m. to 11:30 p.m. daily. If planning to arrive or depart at other times, you will need to take a taxi from the airport or contact one of the shuttle companies listed on the Salt Lake City International Airport web site **(http://www.slcairport.com)**.

Driving Directions

FROM SALT LAKE CITY INTERNATIONAL AIRPORT: From the airport, take I-80 Eastbound and then take the 600 South exit. Follow 600 South to West Temple and turn left. Stay on West Temple to 500 South and turn left. The hotel is located on the right.

FROM THE NORTH: Exit I-15 at 400 South. Turn left, proceed up 400 South to West Temple (2nd stoplight), and turn right. The hotel is located on the right. Proceed ½ block to the parking entrance.

FROM THE SOUTH: Exit I-15 at 600 South. Proceed to West Temple (4th stoplight) and turn left. Stay on West Temple 1 ½ blocks; the hotel is on your left.

FROM THE EAST: From I-80 Westbound proceed to I-15 Northbound. Exit at 600 South, proceed to West Temple (4th stoplight), and turn left. Stay on West Temple 1½ blocks; the hotel is on your left.

FROM THE WEST: From I-80 Eastbound exit at 600 South, proceed to West Temple (4th stoplight), and turn left. Stay on West Temple 1½ blocks; the hotel is located on your left.

Salt Lake Stats

The host of the 2002 Winter Olympics, Salt Lake City offers natural recreation as well as many cultural activities. The city lies in a valley with the Wasatch Mountains to the east and north and the Oquirrh Mountains to the west. Salt Lake is 4,330 feet above sea level with surrounding mountains as high as 11,000 feet. The 111 square mile city is about 40 miles from Great Salt Lake and is situated on prehistoric Lake Bonneville, which covered parts of Utah, Nevada, and Idaho. Utah is home to 15 national parks and monuments.

Weather and What to Wear

During winter, downtown Salt Lake City receives an average of a mere 59 inches of Utah's Greatest Snow on Earth™ compared to the 535 inches that fall on the nearby Wasatch Range. Daytime temperatures are typically above freezing (40 degrees F) with average evening lows of 22 degrees (F). Please plan accordingly. Attire at the conference is business casual.

Smorgasbord & T-Shirt Information

Whom to contact

Please mail, fax, or e-mail this form by Wednesday, February 12, 2003.

As soon as we receive your form you will be placed on the smorgasbord listserv to receive updates and further instructions.

Westat
Attn: Robin Smith
1650 Research Boulevard, TA 2111
Rockville, MD 20850
Phone: (301) 610-4908
Fax: (301) 294-3992
E-mail: robinsmith@westat.com

Ship to:

Sheraton City Centre
Attn: Bob Childers/MIS Conference
150 West 500 South
Salt Lake City, UT 84101

Please label your box(es) with your name and check-in date.

What you need to know

- **Storage (dry, freezer, and refrigerator) is available at the Sheraton City Centre.**

- **An electrical outlet, extension cord, and one-half of a 6' x 30" table will be provided.**

- **The Sheraton City Centre will not provide any utensils, pots/pans, heating elements, kitchen staff, or plasticware.**

- **In keeping with health code regulations, the chef of the Sheraton City Centre has final approval of any food or beverage served at the hotel.**

- **If you are planning to bring beverages, you must first contact Robin Smith (see contact information above) where you will receive further instructions on Utah State beverage laws.**

- **The Sheraton City Centre may charge for handling and storage of your food. You will be responsible for any handling fees when you pick up your items.**

What to do if you are planning to bring food

On Wednesday night of the conference, participants will get together for a potluck supper and T-shirt exchange. Bring a dish that is representative of your state to share with participants (or just bring yourself). Be creative! Previous years' dishes included Mississippi catfish, cheese and maple candy from New Hampshire, and razorback from Arkansas. Also, you can participate in the T-shirt exchange by bringing a new T-shirt from your state, which will be exchanged for a T-shirt from another state.

If you plan to bring food that represents your state, you will need to complete this form and submit it to Robin Smith at Westat (see contact information at left).

What we need to know

Dimension of box(es): _____

Number of boxes: _____

Name of responsible individual: _____

Address: _____

_____

Phone: _____ **Fax:** _____

E-mail: _____

Hotel check-in date for responsible individual: _____

Expected time of arrival at hotel with food or date of expected shipment of food: _____

What food items are being stored or brought to your hotel room: _____

More details on procedures and onsite pickup of stored boxes will be sent via listserv in February 2003 to individuals who have completed this form and submitted it to Westat.

Pre-Registration Form (Please type or print clearly)

☐ I will attend
the Forum only
Feb. 24-25, 2003

☐ I will attend
the MIS only
Feb. 26-28, 2003

☐ I will attend both
the Forum and MIS
Feb. 24-28, 2003

Name: _____

Agency/Affiliation: _____

Title/Position: _____

Street Address: _____

City: _____

State: _____ ZIP Code: _____

Phone: _____ Fax: _____

E-mail: _____

Call for Proposals

Topics are invited from all sources, but the major focus will be on data models and data standards, with an emphasis on accountability.

All workshop or session presenters will be provided with a data projector and screen, flipchart, and high-speed Internet connection. No overhead projectors will be provided this year. Presenters are responsible for providing their own laptops, if needed. Demonstrators in the technology area will be provided with a 6'x30" skirted table, powerstrip, and electrical outlet. A high-speed Internet connection and additional equipment must be requested. A decision on your request will be made in January 2003.

I am interested in making a presentation
at the 16th Annual MIS Conference: ☐ Yes ☐ No

Session Types

☐ Individual or panel
presentation/paper
(60 minutes)

☐ Workshop
(2 hours)

☐ Computer
demonstration
area

Presentation title: _____

Other presenters, their titles, and their agencies/affiliations: _____

_____

_____

Please submit an abstract of the proposal presentation in 60-100 words, using complete sentences. This abstract will be used in the conference program.

_____

_____

_____

For information regarding the conference, contact Mary McCrory, Mary.McCrory@ed.gov, at the National Center for Education Statistics, or Patricia Murphy, pmurphy@usoe.k12.ut.us, at the Utah State Office of Education.

You may fax this form to Erin Dahlberg at (301) 294-3992 or use the enclosed envelope to mail it to Westat, 1650 Research Blvd, TA 2049, Rockville, MD 20850. This form is also available as a PDF at

http://nces.ed.gov/conferences/mis2003

You may also register for the meeting on line at the same URL.

THERE IS NO CONFERENCE REGISTRATION FEE.

All proposals are due by Friday, December 20, 2002.